

**Town of Amherst
Joint Capital Planning Committee minutes DRAFT
January 28, 2011**

The meeting was called to order at 10 a.m. in the Town Room, Town Hall

Members present: Emily Lewis, Sarah McKee, Kay Moran, Doug Slaughter, Diana Stein

Others present: Sonia Aldrich, comptroller; John Musante, Town Manager/Finance Director; Walter Wolnik

Agenda

1. Updated FY 12-16 capital requests submitted by staff

John Musante distributes first rough draft of five-year Capital Plan.

Items funded by tax levy have no background color; items funded by other sources have backgrounds in various colors.

Total requests compared to total income available. There are more requests for capital than is available.

Five year total for predicted capital requests/needs for FY12-16 is six and half million more dollars than predicted funds available for capital spending. Should percent of tax levy used for capital be increased?

Tax Levy Calculation – In FY11 none of the override went to capital. FY12 total for levy limit includes the override because that is the new levy limit. Last year JCPC approved projects totaling 6.25% of the pre-override FY 11 levy. One project, an option on the Patterson property, was withdrawn by the Town Manager before Town Meeting. So the amount appropriated for FY11 capital spending was 5.64% of the levy. If we deduct the amount of the FY11 override (\$1,680,441), the FY12 tax levy is still projected to grow due to the allowable 2½% increase and new construction. Therefore, using 6% of the adjusted levy would provide \$2,392,318 for FY 12 capital spending, which is only a little more than was available for FY 11 capital at this point last year. All else being equal 6 percent would be level funding. Even at six percent it is an increment from the Finance Committee's November budget guideline.

Projected Debt: Portable Classrooms purchased from the FY 10 budget weren't used and are now for sale: paying interest on them. Debt service on the DPW road construction bond contributes to the million dollar gap between projected FY12 requests and projected FY12 available capital funding. Real numbers will come later.

For first time, regional schools are developing a five year capital plan and contemplating borrowing money for some needs. To the extent the region wants to add to the debt we will need to build this in to our assumptions about Amherst's assessment for the regional schools. This is helpful because it gives a good idea of what the region is planning; we have jurisdiction over part of this debt through our School Committee and can figure out whether we can afford it.

2. Percent of net tax levy to allocate for capital plan

John recommends using 6 percent of the tax levy. If we get state aid in FY12 closer to Governor's proposed reduction of 5% than to the Finance Committee's November projection of a 12½% reduction, there might be more options.

3. Capital projects status report

The Library reports we need another \$8,000 for cooling tower; replacing the chiller will be compatible with whatever the library goes to in future.

4. Meeting calendar for upcoming weeks

Goal is to be done by the end of March. Detailed request sheets will be discussed at four meetings with dept. heads, CPA committee, etc.

We'll meet every Friday at 10 a.m. until end of March (Feb. 25 if necessary, since it's schoolvacation week), and April 1 if needed to finish.

These meetings will be publicly posted. Public works, public safety, IT, library are possible whole meetings. First one will be public works or public safety.

5. Approve minutes, if available.

Minutes of March 5, 2010, were APPROVED by a vote of 4-0, 1 abstaining, 3 absent.

Minutes of April 9, 2010, were APPROVED by a vote of 4-0, 1 abstaining, 3 absent.

Minutes of Oct. 1 (S. McKee), 2010 postponed.

6. Some of the detailed capital project requests for schools, town and libraries were distributed for use at future meetings.

Adjournment: The meeting adjourned at 11:05.

Emily Lewis, acting clerk

DOCUMENTS USED AT THE MEETING

Draft dated 1/28/11 of JOINT CAPITAL PLANNING COMMITTEE General Fund Five Year Capital Plan, Fiscal Years 2012-2016

March 5, 2010, April 9, Oct. 1 minutes